



LEROY D. BACA, SHERIFF

County of Los Angeles  
Sheriff's Department Headquarters  
4700 Ramona Boulevard  
Monterey Park, California 91754-2169



July 11, 2005

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**EXTENSION OF EXISTING INFORMATION TECHNOLOGY SUPPORT SERVICES  
MASTER AGREEMENT (ITSSMA) WORK ORDER FOR THE LOS ANGELES  
REGIONAL CRIME INFORMATION SYSTEM (LARCIS)**

This letter is to notify your Board of our intent to request the Internal Services Department (ISD) to extend the existing ITSSMA work order N05-0099 for the technical consulting services of Sanjay Doiphode of Carr Consulting for an additional year, from August 15, 2005, to September 30, 2006, and increase the total maximum amount of the work order by \$249,890. Funds from two other work orders that were terminated early (N05-0084 and N04-0150) will be reallocated to this work order. This extension is necessary for continued support of the LARCIS' development effort for a comprehensive security module, technical support for the Los Angeles Police Department's (LAPD) interface, and application database administration support. Prior Board notice is required because the total work order for this project exceeds \$300,000.

**BACKGROUND**

LARCIS is a multiple year project with phased-in enhancements during its multi-year project life. This subject work order was established to supplement the LARCIS staff in the development of new modules and provide complex application database administration support including tuning and database changes.

This extension will allow the Los Angeles Sheriff's Department (LASD) to continue with our planned development of new modules, including a comprehensive security module, and provide technical support for LARCIS interfaces and database administration.

*A Tradition of Service*

These system enhancements and ongoing system support will directly benefit LARCIS users, regardless of their agency affiliation.

Users will be provided with improved data security and better system performance and reliability through these technical consulting services.

### **SCOPE OF WORK**

The continued development of new capabilities for LARCIS and the ongoing support of LARCIS interfaces and database administration are required as part of these technical consulting services. Specifically, the following tasks are within the scope and must be completed as part of this work order continuation:

- Construction and implementation of a security module to enable users to enter and manage confidential data in LARCIS; currently, LARCIS cases cannot be secured.
- Construction and implementation of a sealing capability to allow users to seal entire cases, individual reports, individual persons, and/or a specific charge.
- Ongoing technical support for LARCIS-LAPD interface.
- Technical assistance as the LARCIS application and database administration, including performance tuning, monitoring, and implementing database changes.
- Mentoring of LASD permanent staff in Oracle and related technologies relevant to the LARCIS project.

### **JUSTIFICATION**

The extension of this work order is necessary to ensure the LARCIS development of a the new security module and provision of technical database administration services until County staff can be adequately trained to fully support this complex application. Currently, there is not adequate in-house staff with the required knowledge and expertise to accomplish these critical tasks. The consultant's in-depth knowledge of LARCIS business rules, interfaces, and Oracle database and tools will expedite the successful development and implementation of the security module and ensure that the application database is fully supported. LARCIS is a compilation of extremely complex business rules that are very difficult and time consuming to articulate. This consultant has extensive knowledge in the development and design of the LARCIS application, which is necessary to ensure the successful development and implementation of the new modules. Concurrently, this consultant is mentoring existing Sheriff's staff in the technologies being deployed. This will enable Sheriff's staff, in the long run, to fully support and maintain LARCIS. The knowledge base will ultimately be transferred from the consultant to the LARCIS in-house development team.

**FISCAL IMPACT**

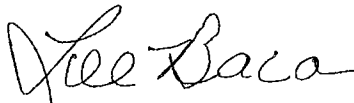
The work order was initially established on August 11, 2003, with a maximum total amount of \$240,000 and an expiration date of August 15, 2004. The term was subsequently extended to August 15, 2005, with a change in the maximum amount to a total of \$490,000. This proposed amendment extends the term to September 30, 2006, and increases the work order by \$249,890, for a new total maximum amount of \$739,890. The individual consultant rate will remain at the same rate as in the initial Work Order. Funds from two other work orders that were terminated early (N05-0084 and N04-0150) will be reallocated to this work order. All the funding will continue to be covered by the LARCIS budget. LARCIS and its sub-projects are included within the Sheriff's Department's Fiscal Year 2005-2006 Business Automation Plan and are included within the Sheriff's Department's Fiscal Year 2005-2006 information technology budget.

**CONCLUSION**

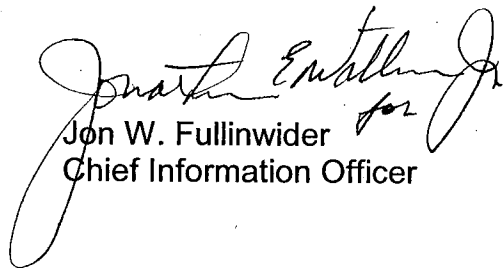
Per the established processing guidelines, if we do not hear back from the Board within their two week review period, we will notify ISD to proceed with the work order amendment. If there are questions regarding this matter, please contact Sergeant Henry Robinson, LARCIS Administration, at (562) 466-5255.

Sincerely,

Reviewed by:



LEROY D. BACA  
SHERIFF



Jon W. Fullinwider  
Chief Information Officer